

Board of Selectmen
Minutes June 21, 2016

Convened at 6:00 pm

Present: Robert Mantegari
Andrew Artimovich
David Menter
Jeffrey Bryan

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Joyce Gallant was in to present the weekly Treasurer's report. Please see last page to view report.

Kip Kaiser, Building Inspector, had the following permits to be signed this week:

- Rob Bergin, 11 Northrup Drive, addition to deck: signed by Board
- MTI, 50 Pine Road, demolish entry way and shed: signed by Board
- Mike Seger, 12 Dudley Road, plumbing: signed by Board
- Greg Comtis, 14 Homestead Lane, 2 circuits for hot tub: signed by Board
- Lenore Smith, 99 Deer Hill Road, temporary housing: signed by Board
- Reed & Whitefield, 8 Michael Bennett Road, construct a 24X36 home and remove trailer currently on site: signed by Board.

Department Head Meeting

David Tovey, Recreation

Tovey said the budget is on track. Baseball and softball is running smoothly. The casino trip ran smoothly but the town lost money on the program. Canoe and kayak rentals are up. Recreation will assist the seniors group for programming. Tovey is researching a grant through land and water conservation to help fund a splash pad. New programs are youth yoga and summer baseball. He is also working with NE Passage to roll out an archery program for youth and veterans with disabilities. The commission is also working on putting together a needs assessment to be released to see what other programs the town is interested in.

Rick Murphy, Emergency Management

Murphy said the budget is looking good. The Hazardous Mitigation Plan has been approved. The Local Emergency Operations Plan is being updated. The last planning meeting will be on the 25th. The Seabrook drills were successful.

Wayne Robinson, Police

Robinson said the budget is holding steady. The new cruiser will be ready at the end of July. The officers have been issued new firearms, and they have all been qualified with them. Titan is certified and is working out well.

Wayne Robinson, Highway

Robinson said they are working on the shoulders and sweeping the streets in the neighborhoods. He has a list of roads that need paving and crack sealing. He will bring that to the next meeting.

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Phyllis Thompson, Town Clerk/Tax Collector

July 1st the town clerk's office will be able to issue hunting and fishing licenses. They can also register ATV's and snowmobiles. They are closed on Saturday's for the summer. Thompson said she will reduce Saturday hours in the winter. She will start closing at 7pm on Tuesdays in the winter.

Marc Wilson, Library

The library is on budget. Jon True attended the last trustees meeting to discuss the defibrillator. The trustees are now in support of purchasing that equipment. The library also replaced 2 public computers.

Bruce Stevens, Planning Board

Stevens said the baseball field on Rte. 125 and the senior housing development on Pickpocket Road are trekking along. Greenwood will be working on updating 2-3 chapters of the Master Plan this year. Stevens said needs assessments will be going out to all department heads for the capital improvements plan.

Conservation Commission

Wofchuck was unable to attend but sent in a memo to update the board on their status. Con Comm is on budget for the year. They have had several workshops over the past few months including Identifying Invasive Plants and Landscaping at the Water's Edge. The rain garden has been installed at the school (thank you Highway Dept) and the storm water project at the highway shed is scheduled to occur this summer when the highway department has time. The CC is working through the land management plans and working to prioritize projects.

Fire Department

Lemoine was unable to attend. Clement said their budget is on track. The Wet Down Ceremony to put the new truck into service will be June 25th at 9:30am.

The department head meeting closed.

Lisa Swasey was present to update the board on the 275th Anniversary Committee. They met last week to brainstorm ideas for the event. Six volunteers attended the meeting and 9 others have expressed an interest in volunteering. Swasey passed around a memo with some ideas they have come up with. The event will be on 9/16/17 to 9/17/17 pending confirmation from the recreation director that the facility is available. Artimovich made a motion, 2nd by Mantegari to approve the use of the town seal on the books the historical society is going to create. All were in favor.

Felisa Blazek, owner of 399 South Road, would like to donate some of her back land to the town. This is the woods abutting units 45 and 46 of Mill Pond Crossing that burned in the fire. She would like to create some sort of memorial out there in Steve Arkell's memory. Artimovich said that it is very thoughtful if Blazek wants to create a memorial on private property and give the public access to it. Clement will draft a letter to Blazek.

The board reviewed the cost of cruisers that was in the mail. Bryan said the Fords at Portsmouth Ford are 2013 to 2015 and range from \$21-24K. Robinson also had some prices from Irwin. There was a 2016 sedan for \$25K. Artimovich said \$1000 more for a brand new car is a good deal. Clement said there was about \$21K in the special detail fund. Bryan made a motion, 2nd by Mantegari to use the special detail fund and \$5,000 from the TAN of the operating budget to

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purchase the Chief a cruiser. All were in favor. Bryan made a motion, by Mantegari to purchase the 2016 Ford Interceptor Sedan for \$25414. All were in favor.

RV's and construction equipment still on the Bobil site. Mantegari made a motion, 2nd by Artimovich to have Walter Mitchell send a letter with fines after 7 days. All were in favor.

The warranty on the server expires at the end of the month. Clement has prepared an RFP for IT services. She asked if the board wanted to update the server now or wait and do that as part of the conversion. The board agreed to do that as part of the conversion.

Apple Annie's is running a day camp. The youth recreation camp rules (Env-Dw 901-908) require all programs that operate for at least 10 days per license year for the purpose of providing recreational activities to 10 or more youth per day to obtain a license from the Bureau. They have 9 children registered for each of the programs.

The youth skills camp rules (Env-Wq 909) address programs which have been developed by individuals knowledgeable and experienced in the specific field or fields to impart specific skills with increasing difficulty over 3 or more consecutive days. (see Env-Wq 909.03 for this and other relevant definitions). Clement said DES has contacted her because no state licenses have been issued, but they do not have the staff to inspect all of the sites in non-compliance.

The owner of Timbernook sells the name to "franchise" owners. The Brentwood site is the only one that does not comply with state regulations. Artimovich asked if Timbernook could revoke the Brentwood franchise. Clement said she was not sure but that would ultimately be a civil matter. Clement reached out to DHHS to see if the health officer had any authority in this instance. DHHS said only if the site was a day care but under these circumstances would likely be exempt. Artimovich said he was not worried about the fee as that is a state license. He is concerned about the backgrounds checks. Loosigian was adamant that they background checked their people last year; but that is the parent's responsibility to check before sending their child there. Artimovich went on to say that it is 9 cars a day for 15 days, during apple picking season there is more traffic.

Artimovich made a motion, 2nd by Mantegari to table medical cards until there was a full board. All were in favor.

Mantegari made a motion, 2nd by Menter to appoint Robert Gilbert to the ZBA for 3 years. The motion carried with Artimovich abstaining.

Artimovich made a motion, 2nd by Bryan to sign the form for DRA to NOT collect PA-28 inventory forms. All were in favor.

Artimovich made a motion, 2nd by Menter to approve 4 veteran's credit. All were in favor.

Artimovich made a motion, 2nd by Menter to sign an acceptance and payment request form for equipment for the new engine. All were in favor.

Artimovich made a motion, 2nd by Bryan to approve and sign the MS5 as prepared by Plodzick and Sanderson. All were in favor.

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Clement said a discretionary preservation easement was approved at the last meeting. The deed was signed but not the application. Bryan made a motion, 2nd by Artimovich to sign the application for the registry of deeds. All were in favor.

Artimovich made a motion, 2nd by Mantegari to sign a timber tax warrant. All were in favor.

Artimovich made a motion, 2nd by Mantegari to approve the minutes of 5/17/16 as written. All were in favor.

Artimovich made a motion, 2nd by Menter to approve the minutes of 06/07/16 as written. All were in favor.

At 7:27 pm a motion was made by Mantegari, 2nd by Menter to go into nonpublic sessions per RSA 91-A:3, II(a) to discuss personnel. All were in favor.

At 7:38 pm a motion was made by Mantegari, 2nd by Artimovich to come out of nonpublic session and seal the minutes. All were in favor.

Mantegari made a motion, 2nd by Artimovich to adjourn the meeting at 7:39 pm. All were in favor.

Respectfully submitted,

Karen Clement

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WEEKLY TREASURER'S REPORT					
DATE:			6/21/2016		
Citizens General Fund:					
	Previous Balance:		28,173.23		
	Deposits:		382,880.44		
	Payroll:		20,218.77	DD: 14,732.04	CKS: 5,486.73
	FICA:		4,958.77		
	to Impact Fees				
	A/P: Regular		23,192.46		
	Void check				
	From MMA				
	TO MMA		335,000.00		
	Account Balance:		27,683.67		
	Interest Earned YTD:		10.39		
MMA:	Unrestricted Balance:		1,201,918.63		
	Total Invested Funds:		1,201,918.63		
	Interest Earned YTD:		2,484.80		